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INTER-OFFICE MEMORANDUM

DATE: October 15, 1969

TO: FILE

FROM: Larry Janda, Construction Engineer

SUBJECT: HOFFETT BOULEVARD SANITARY SEWER RELOCATION, PROJECT 69-4

A preconstruction meeting on the subject project was held at 10:00 a.m. in the Public Works Conference Room on October 10, 1969. The following persons were present:

Mr. Inman	Central Underground Construction
Mr. Wood	Pacific Gas & Electric Company
Mr. Janda	City of Mountain View
Mr. Parda	City of Mountain View
Mr. Gamme	City of Mountain View
Mr. Jones	City of Mountain View
Mr. Rodriguez	City of Mountain View
Mr. Viera	City of Mountain View
Mr. Baldock	City of Mountain View

The following points were discussed:

1. Work is to commence on October 16, 1969.
2. Contractor will contact PG&E for location of gas main and PT&T cable locator for location of telephone cable. Twenty-four hours prior notice is to be given these companies.
3. Parks Department is to be notified when sanitary sewer laterals are to be installed near trees.
4. City forces will break out existing sanitary pipe in proposed manhole.
5. Staking will be as follows:
 - 1) Grade stakes will be at 50-foot intervals, offset 5 foot to the west of the centerline of the pipe.
 - 2) One stake located at the centerline of the cleanout will be set for each wye.
6. The pipe supplier will be Pacific Clay Pipe (Speed Seal).
7. Any breaks into the existing sanitary sewer will be plugged on each side of the break.

MOFFETT BOULEVARD SANITARY
SEWER RELOCATION, PROJECT 69-4

Page 2
October 15, 1969

8. Contractor tentatively plans to bore under existing sidewalk to install new laterals. Care is to be taken to protect existing utilities which are located under the sidewalk area.
9. Any existing P.C.C. sidewalk, P.C.C. driveways or A.C. driveways that are damaged during construction are to be replaced by the contractor.
10. Sanitary sewer main and wyes are to be installed, tested and balled prior to installation of new laterals.
11. Installation of new laterals is to begin at upstream and so as not to interrupt services which remain connected to existing main.
12. The most downstream lateral may be shifted upstream as necessary to clear existing storm manhole.
13. City will take pictures prior to construction of existing conditions at each lateral location.
14. No V.C.P. with band seal type joints is to be used.

Larry Janda
LARRY JANDA

CC:
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Redwood City, CA 94063

PGL
10900 North Blaney Avenue
Cupertino, CA 95014
Attention Mr. Stan Wood

CM
DPW
ADPW
SE
PWS
CE
Parks-Gaming
DE
Vierra
Y